

**Town Meeting Coordinating Committee Meeting  
Minutes from April 24, 2009**

1. **Call to Order:** This meeting began at 4:30 pm. Present: Peggy Roberts, Carol Gray, Judy Simpson, Nonny Burack, Mary Streeter and Harry Brooks. Absent: Dorwenda Bynum-Lewis.
2. **Minutes of April 10 and 17:** The approval of the minutes was postponed to the next meeting.
3. **TMCC Meeting with Town Manager:** There will be a meeting with Larry Shaffer next Wednesday at 4:00 pm in the first floor meeting room of Town Hall. The committee discussed topics to be discussed with the Town Manager. Mary suggested we discuss TMCC's role in facilitating and organizing Town Meeting and in educating Town Meeting members and the public. Peggy suggested broad subjects, perhaps with examples of projects. There will also be discussion regarding the forum and TMCC's request to be present at the meetings to organize Town Meeting. Nonny said she would post the TMCC meeting.

**Proposed Discussion Topics:**

- Ask LS for suggestions of how TMCC could make TM smoother
- Role of TMCC in leadership and organization of Town Meeting
- This year's events: TMCC presence at Town Meeting organizing meetings and being privy to materials being prepared for Town Meeting, Town Meeting member packets, and the educational forum
- Propose a meeting some time during each Town Meeting cycle with the Town Manager

Judy moved that a subcommittee be set up to draft a response to the recent article in the Amherst Bulletin discussing the TMCC Forum. Carol seconded the motion. Following discussion, Judy withdrew her motion and Carol withdrew her second. Judy then moved that TMCC delay the discussion of a possible response for a week. Nonny seconded the motion and it was voted unanimously.

**4. Miscellaneous Suggestions:**

- Judy suggested that TMCC think in a two-year time frame in order to plan its work most effectively.
- Mary suggested all evaluation forms be kept in a TMCC binder.
- Mary suggested each person who organizes different events (forums, bus tours, etc.) write a list of all the steps that need to be taken and that these be distributed to other members.

**5. Bus tour:**

There was a discussion of the bus tour. The general consensus was that participants had a good time and learned a lot despite the problem of not having a bus. Carol suggested that for future bus tours TMCC be sure to get the name of the scheduled bus driver, call two days beforehand, and get one or two phone numbers that are good on weekends to call in case there is a problem with the bus or the driver does not show up. Harry reported that his notes verified that he had called the bus people to inform them of the time change for the tour. Mary commented that the weather was great and that the Survival Center tour was outstanding. Carol said several people recommended that name tags be provided for the next tour. Carol reported that the video was still being edited by ACTV.

**6. Orientation and Warrant Review:**

Peggy noted that many people who were on the bus tour came to the warrant review. Mary said she thought the phone calls to tell new Town Meeting members about upcoming events were very helpful. Peggy thought the Town Room was much warmer and friendlier than at the Middle School and the room appeared full, with over 30 people attending. It was noted that the overhead projector needs to be working next time. For the future, it was noted that visuals should be brought in on a disc and that TMCC have a laptop available for presenters.

- 7. Update regarding Finance Committee Consideration of TMCC issues:** Carol reported having watched a Finance Committee rerun in which they decided not to implement the two suggestions made by TMCC, though they would like to meet with TMCC over the summer to talk about ways to improve the budget process in order to help Town Meeting members understand the full budget picture in advance of voting.

- 8. Precinct Meetings:** The precinct meetings are underway. It was reported that the combined meeting of precincts 4 and 10 had the municipal parking district as one of the main items of discussion. Carol asked if the precinct meeting hosts had evaluation forms. Mary said she emailed them to Howard Ewert and will email them to the other coordinators as well.

- 9. Town Meeting Display:** Judy and Mary went to Special Collections at the Jones Library to review a file of photos of old Town Meetings. Judy suggested there be a scroll of photos before Town Meeting begins each night. Harry said there is material in the UMass archives from Ken Mosakowski's files. Carol said she would call UMass archives to see what they have. Judy pointed out that we could put together materials to show for Fall Town Meeting. Carol suggested there be oral histories gathered from older (former or current) members of Town Meeting and that ACTV might be interested in using such a project. It was suggested that Bill Fields, the former Moderator, would be a good person to interview.

- 10. TMCC's Web page on the Town Website:** Peggy said she was surprised to see that the new edition of the League document, *Your Amherst Government*, is not listed on the Town or League web site yet.

- 11. Upcoming Meetings:** Meetings are planned for Wednesday, April 29, from 4-6 pm in the First Floor Meeting Room of Town Hall and for Friday, May 1 in the Bangs Center in Room 101 at 4:30-6 pm.

- 12. Adjournment:** Carol moved and Judy seconded that we adjourn. The motion was voted unanimously and the meeting was adjourned at 6:35pm.

**Documents Distributed at the Meeting:**

1. Agenda for today's meeting.
2. Minutes from April 17.

Carol Gray, Secretary